

Call To Order

The regular council meeting was called to order at 6:00 p.m. by Mayor Frith. Vice Mayor Thompson, Councilmembers Arnold, Bottorff and Sheppard were present. Staff present: City Administrator Pete Carr, City Attorney Greg Einhorn, City Planner Scott Friend, City Engineer Steve Speights and City Clerk Roben Dewsnap.

1. COMMUNITY PARTICIPATION: None

2. NEW BUSINESS:

- A. City Administrator Pete Carr introduced intern Rebecca Feldstein. She informed council she was archiving City of Biggs history as an internship project for Chico State University. Council expressed appreciation for the work she was doing for the city and instructed her to keep working with Mr. Carr on the project.
- B. Mr. Carr stated the mid-year budget review indicates the budget is 100% on track and reviewed the actual revenues and expenses up to December 31, 2011. Sewer operations fund is running a slight deficit. CalTrans will cover 100% of the bridge replacement cost which now gives the bridge fund a \$70,000 surplus. No appropriations were being requested.
- C. Mr. Carr reviewed city accomplishments for 2011 and City Priorities for 2011 and 2012 included in the agenda packet. Council agreed with the outline Mr. Carr presented.
- D. Mr. Carr introduced Lori Adams from Adams Ashby Group who would be working on the 2012 CDBG Grant Project Application. She discussed possible projects and explained one of the challenges the city has is that the income survey has expired. The city is 48% TIG (Targeted Income Group at or below the median household income) community wide so any project the city would consider would require a target income survey or a complete income survey to determine whether Biggs' TIG is the right level.

Council discussed the different options and Ms. Adams requested direction on what type of application, if any, council would want to apply for and how the application should be put together.

Motion/Second to apply for the Homebuyer Program in the amount of \$250,000 with the \$100,000 set-aside to go toward the library ADA system. (Thompson, Arnold, MC; Noes: Sheppard, Frith)

Councilmember Bottorff asked what this would cost the city and Mr. Carr stated \$3500 for grant writing and undetermined professional staff support.

- E. Mr. Carr stated that USDA sometimes has funds available for rehabbing old public facilities buildings that will be used for something else. USDA contacted Mr. Carr in December informing him a program was available that could grant up to \$30,000 with at least a one-to-one cash match for the Biggs Community Hall Project. The public works committee asked the city engineer to propose what could be accomplished for total project values of \$60,000 and \$90,000. Mr. Carr proposed three different options.

Motion/Second to direct staff to proceed with option 2 – preparing and submitting an application for USDA grant assistance for Biggs Community Hall upgrades, with priorities identified as ADA and HVAC, and understanding that FY 2013 General Fund commitment would be required to meet the required match for project costs. (Thompson, Sheppard, MCU)

3. CONSENT CALENDAR:

- A. Approval of Council Minutes for Regular Meeting of December 19, 2011.
- B. Approval of warrants: #25657, 25813 - 25888; #8087 - 8102; Z00563 - Z00580 for month of December 2011 in the amount of \$326,882.83.
- C. Acknowledge receipt of Police Department Report for December 2011.
- D. Acknowledge receipt of Gridley-Biggs Animal Control Officer Report for December 2011.
- E. Acknowledge receipt of Biggs Fire Department Report for December 2011.
- F. Appoint Tim Bradford to serve as the City's representative to the Sutter Butte Flood Control Agency Citizen's Assessment District Advisory Committee.

Motion/Second to approve the consent calendar as is. (Thompson/Sheppard, MCU)

4. DEPARTMENT REPORTS:

A. Engineering:

City Engineer Steve Speights reviewed the activity report in the agenda packet which included the Sixth Street Bridge, Waste Water Treatment and SunWest Phase project.

B. Planning:

- 1. City Planner Scott Friend reviewed the Activity Report for December 2011 – January 2012 included in the agenda packet.
- 2. Mr. Friend asked for council input on how to amend the Biggs Municipal Code Provisions – Cultivation of Medical Marijuana. The City of Biggs does allow the growing of medical marijuana in a fully enclosed structure to avoid the sight and smell.

Mayor Frith suggested Mr. Friend hold off on making any changes and asked council to send comments and suggestions to Mr. Carr before the next council meeting. This way Mr. Friend and Mr. Einhorn can present suggested proposed changes at the next council meeting.

- 3. Mr. Friend presented a follow up to modifying the fence code. Two questions for discussion are: Should fences be allowed in the right-of-way and are the City's current regulations regarding decorative and lower-height fences in front yard areas appropriate? He reviewed the current fence code provisions and presented a summary of fence regulations of other jurisdictions in the region and gave a slide presentation showing different fence placements in the city.

After council discussion, Mr. Friend stated he will bring back new language next month that will work through an encroachment permit process, a minimum of at least a one foot setback for fences from the back of a sidewalk, maintain the visibility triangles, include a liability waiver and/or an agreement that the resident will be putting a fence on property that was not their property. There could also be provisions against putting fences around fire hydrants, power boxes and power poles.

C. Public Safety. Mayor Frith reported public works had done a good job with storm prep.

D. Councilmember Bottorff reported on the Sutter Butte Flood Control Meeting he attended.

- E. Pubic Works. Nothing to report.
- F. Electric. Mayor Frith stated there would be a strategic conference and a commissioner meeting this week.
- G. Vice Mayor Thompson asked Councilmember Sheppard to attend the BCAG/Air Quality Meetings for her this week.
- H. Solid Waste. Nothing to report.
- I. Councilmember Sheppard reported on Mosquito Abatement.
- J. Other commission reports. None
- K. City Administrator.
 - 1. Mr. Carr asked council to consider projects for use of the annual \$5000 Recycling Grant. Council suggested using the grant for a simple playground at the Trent Street Park. Mayor Frith suggested including an educational flyer in the city bills promoting recycling.
 - 2. Mr. Carr asked council where the Biggs Community Hall Sign should be placed. Vice Mayor Thompson suggested a temporary placement of the sign so council could drive by and determine if they liked the placement before it was permanently installed. Council concurred.
 - 3. Mr. Carr requested approval to participate in the second phase of planning for a possible NCPA Biogas Project at a cost of \$760. Council agreed.
 - 4. Mr. Carr asked council to consider approving the concept and a process for providing limited ancillary employee benefits to retirees as a pass-thru. There is no cost or liability to the city. There was a discussion about administration costs and benefits for dependants should the retiree pass away. Mr. Carr would come back with a draft policy for council approval.
 - 5. Mr. Carr stated the City of Biggs currently follows Roberts Rules of Order and was asked to consider an updated Rosenberg's Rules of Order. Council agreed to continue following the current procedures.

Mr. Carr stated for many years council members have shared the responsibility of signing checks, and contracts have been signed by the City Administrator and the mayor. The state government code states the mayor should sign everything unless Council wants to share the responsibility. Council would give ideas to Mr. Carr on this issue, and Mayor Frith would discuss with former mayors.

Mr. Carr suggested to avoid conflicts with holidays and other local functions, council may consider changing its regular meeting date to other than the third Monday. Council agreed to change the meeting to the second Tuesday at 6:30 p.m. and leave the last item being heard at 11:00 p.m.

Mr. Carr asked council if they would like to keep the newsletter bi-monthly or more often. Council agreed to keep bi-monthly and discontinue Council Connection.

MINUTES OF THE CITY OF BIGGS
REGULAR COUNCIL MEETING

January 23, 2012

5. **INFORMATIONAL:** Mr. Carr asked Council to let him know what size and color shirt they would like.
6. **ADJOURNMENT:** Meeting was adjourned at 10:57 p.m.

ATTEST:

Roben Dewsnap, CITY CLERK

APPROVED:

Roger L. Frith, MAYOR

REPORT.: Feb 02 12 Thursday
 RUN....: Feb 02 12 Time: 10:03
 Run By.: Roben Dewsnap

City of Biggs
 Month End Cash Disbursements Report
 Report for 01-12 BANK ACCOUNT 1010

PAGE:
 ID #: P
 CTL.:

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
01-12	025889	01/06/12	AME00 (American Express)		1,068.35	.00	1,068.35	Automatic Generated C
	025890	01/06/12	AME06 (American Fidelity Assurance)		178.50	.00	178.50	Automatic Generated C
	025891	01/06/12	ATT02 (AT&T)		321.41	.00	321.41	Automatic Generated C
	025892	01/06/12	BAS01 (Basic Laboratory Inc)		307.00	.00	307.00	Automatic Generated C
	025893	01/06/12	BEN02 (Bennett Engineering Services, Inc)		23,002.64	.00	23,002.64	Automatic Generated C
	025894	01/06/12	BOT02 (Mike Bottorff)		24.42	.00	24.42	Automatic Generated C
	025895	01/06/12	BUT03 (Butte Auto Parts)		110.78	.00	110.78	Automatic Generated C
	025896	01/06/12	CAL05 (California Labor Law Poster Service)		105.50	.00	105.50	Automatic Generated C
	025897	01/06/12	COR01 (CORBIN WILLITS SYSTEM INC)		328.95	.00	328.95	Automatic Generated C
	025898	01/06/12	DEL01 (Preferred Benefit)		731.80	.00	731.80	Automatic Generated C
	025899	01/06/12	DEW01 (Roben Dewsnap)		75.98	.00	75.98	Automatic Generated C
	025900	01/06/12	DFM01 (DFM Associates)		52.28	.00	52.28	Automatic Generated C
	025901	01/06/12	DHS02 (California Department of Public Health)		65.00	.00	65.00	Automatic Generated C
	025902	01/06/12	DON00 (Don's Shoes)		250.00	.00	250.00	Automatic Generated C
	025903	01/06/12	FLE02 (Flex Account Administration)		114.00	.00	114.00	Automatic Generated C
	025904	01/06/12	GRI05 (Gridley Medical Group Inc)		90.00	.00	90.00	Automatic Generated C
	025905	01/06/12	GRIHE (Gridley Herald)		177.00	.00	177.00	Automatic Generated C
	025906	01/06/12	HAR05 (Harshbarger Ace Hardware)		799.71	.00	799.71	Automatic Generated C
	025907	01/06/12	HOS01 (The Hose Shop, LLC)		70.91	.00	70.91	Automatic Generated C
	025908	01/06/12	KOE04 (Bill Koehler, Jr.)		20.16	.00	20.16	Automatic Generated C
	025909	01/06/12	LAK02 (Lakeview Petroleum)		1,531.52	.00	1,531.52	Automatic Generated C
	025910	01/06/12	LEA01 (League of California Cities)		1,025.00	.00	1,025.00	Automatic Generated C
	025911	01/06/12	LDP19 (Mariytza Lopez & Elizabeth Robles)		40.80	.00	40.80	Automatic Generated C
	025912	01/06/12	MAC01 (Mac's Hardware & Rental)		327.00	.00	327.00	Automatic Generated C
	025913	01/06/12	MAT00 (Marlee Mattos)		88.80	.00	88.80	Automatic Generated C
	025914	01/06/12	MAX01 (Maximum Security Systems)		100.75	.00	100.75	Automatic Generated C
	025915	01/06/12	NAT03 (Natomas Auto Body & Paint/Tow)		550.00	.00	550.00	Automatic Generated C
	025916	01/06/12	NEX01 (Nextel Communications)		558.94	.00	558.94	Automatic Generated C
	025917	01/06/12	OFF01 (Office Depot)		29.69	.00	29.69	Automatic Generated C
	025918	01/06/12	PET01 (Petty Cashier)		66.00	.00	66.00	Automatic Generated C
	025919	01/06/12	PIN01 (Manuel Pineda)		153.50	.00	153.50	Automatic Generated C
	025920	01/06/12	PIP00 (PIP Printing & Document)		100.16	.00	100.16	Automatic Generated C
	025921	01/06/12	PIT01 (PITNEY BOWES, INC.)		144.79	.00	144.79	Automatic Generated C
	025922	01/06/12	PRI02 (PLIC - SBD Grand Island)		140.51	.00	140.51	Automatic Generated C
	025923	01/06/12	PUB02 (Calif Public Employees')		12,422.03	.00	12,422.03	Automatic Generated C
	025924	01/06/12	QUI01 (Quill Corporation)		279.44	.00	279.44	Automatic Generated C
	025925	01/06/12	REM02 (Remax Altima Realty)		22.19	.00	22.19	Automatic Generated C
	025926	01/06/12	RIG01 (Right Way Pest Control)		119.00	.00	119.00	Automatic Generated C
	025927	01/06/12	SCH19 (Reena Schaller)		33.80	.00	33.80	Automatic Generated C
	025928	01/06/12	SEI01 (Roy R. Seiler, CPA)		1,678.80	.00	1,678.80	Automatic Generated C
	025929	01/06/12	SEL02 (Select Janitorial Services, Inc.)		206.00	.00	206.00	Automatic Generated C
	025930	01/06/12	TRI05 (Tri-City Technologies)		520.27	.00	520.27	Automatic Generated C
	025931	01/06/12	VAL01 (Valley Truck & Tractor Co.)		308.10	.00	308.10	Automatic Generated C
	025932	01/06/12	VIS00 (VistaNet Inc)		441.00	.00	441.00	Automatic Generated C

REPORT.: Feb 02 12 Thursday
 RUN....: Feb 02 12 Time: 10:03
 Run By.: Roben Dewsnp

City of Biggs
 Month End Cash Disbursements Report
 Report for 01-12 BANK ACCOUNT 1010

PAGE: 0
 ID #: PY-
 CTL.: B

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
01-12	025933	01/06/12	VSP01 (Vision Service Plan-(CA))		81.92	.00	81.92	Automatic Generated Che
	025934	01/06/12	WAS04 (Waste Management)		9,606.00	.00	9,606.00	Automatic Generated Che
	025935	01/06/12	YUB01 (City of Yuba City)		545.90	.00	545.90	Automatic Generated Che
	025936	01/06/12	DHS02 (California Department of Public Health)		50.00	.00	50.00	Automatic Generated Che
	025937	01/17/12	LEA01 (League of California Cities)		540.00	.00	540.00	Automatic Generated Che
	025938	01/19/12	NCPA (Northern CA Power Agency)		119,036.00	.00	119,036.00	Automatic Generated Che
	025939	01/19/12	ADV02 (Advanced Document Concepts)		124.71	.00	124.71	Automatic Generated Che
	025940	01/19/12	AFL01 (Aflac)		165.00	.00	165.00	Automatic Generated Che
	025941	01/19/12	AIR00 (Airtgas-NCN, Inc.)		187.19	.00	187.19	Automatic Generated Che
	025942	01/19/12	ALL04 (All Cal Equipment Services Inc.)		6,500.88	.00	6,500.88	Automatic Generated Che
	025943	01/19/12	ARA01 (Aramark Uniform Services)		715.86	.00	715.86	Automatic Generated Che
	025944	01/19/12	ARN01 (Doug Arnold)		220.00	.00	220.00	Automatic Generated Che
	025945	01/19/12	BON01 (James Bone)		207.00	.00	207.00	Automatic Generated Che
	025946	01/19/12	BOT02 (Mike Bottorff)		42.74	.00	42.74	Automatic Generated Che
	025947	01/19/12	BUT26 (BUTTE REGIONAL TRANSIT)		1,911.25	.00	1,911.25	Automatic Generated Che
	025948	01/19/12	CAL08 (California Diesel & Power)		1,920.05	.00	1,920.05	Automatic Generated Che
	025949	01/19/12	CAR04 (Peter R. Carr)		602.61	.00	602.61	Automatic Generated Che
	025950	01/19/12	EIN01 (Gregory P. Einhorn)		3,170.00	.00	3,170.00	Automatic Generated Che
	025951	01/19/12	FEA01 (Feather River Concrete Products)		843.35	.00	843.35	Automatic Generated Che
	025952	01/19/12	FEL02 (Rebecca Feldstein)		230.88	.00	230.88	Automatic Generated Che
	025953	01/19/12	FRI02 (Roger L. Frith)		635.00	.00	635.00	Automatic Generated Che
	025954	01/19/12	GAR02 (Raul Garcia)		140.02	.00	140.02	Automatic Generated Che
	025955	01/19/12	GCS02 (GCS Environmental Equipment Services)		502.72	.00	502.72	Automatic Generated Che
	025956	01/19/12	GRO01 (Groeniger & Company)		142.65	.00	142.65	Automatic Generated Che
	025957	01/19/12	HEL03 (Helena Chemical Company)		850.06	.00	850.06	Automatic Generated Che
	025958	01/19/12	HOM01 (Home Depot Credit Service)		948.60	.00	948.60	Automatic Generated Che
	025959	01/19/12	HOW01 (Howard E. Hutching Company Inc.)		2.36	.00	2.36	Automatic Generated Che
	025960	01/19/12	JCN00 (J C Nelson Supply Co)		93.72	.00	93.72	Automatic Generated Che
	025961	01/19/12	KCT01 (K.C. Towing)		60.00	.00	60.00	Automatic Generated Che
	025962	01/19/12	KEE02 (Keenan & Associates)		2,000.00	.00	2,000.00	Automatic Generated Che
	025963	01/19/12	KYO01 (Kyocera Mita America Inc)		129.04	.00	129.04	Automatic Generated Che
	025964	01/19/12	MAX01 (Maximum Security Systems)		100.75	.00	100.75	Automatic Generated Che
	025965	01/19/12	MED02 (Kevin Medeiros)		33.30	.00	33.30	Automatic Generated Che
	025966	01/19/12	NAT03 (Natomas Auto Body & Paint/Tow)		550.00	.00	550.00	Automatic Generated Che
	025967	01/19/12	NOR02 (North Valley Barricade, Inc.)		950.24	.00	950.24	Automatic Generated Che
	025968	01/19/12	PAC01 (Pace Supply Corp.)		26.35	.00	26.35	Automatic Generated Che
	025969	01/19/12	PGE01 (PACIFIC GAS & ELECTRIC CO)		397.57	.00	397.57	Automatic Generated Che
	025970	01/19/12	PMC01 (PMC, Inc.)		10,167.06	.00	10,167.06	Automatic Generated Che
	025971	01/19/12	PRA01 (Paul Pratt)		10.70	.00	10.70	Automatic Generated Che
	025972	01/19/12	REN01 (Rental Guys)		1,101.59	.00	1,101.59	Automatic Generated Che
	025973	01/19/12	RIG01 (Right Way Pest Control)		119.00	.00	119.00	Automatic Generated Che
	025974	01/19/12	STA06 (State Board of Equalizatr)		1,207.84	.00	1,207.84	Automatic Generated Che
	025975	01/19/12	TEA01 (Teague's Auto Repair)		79.50	.00	79.50	Automatic Generated Che
	025976	01/19/12	THO01 (Angela Thompson)		200.52	.00	200.52	Automatic Generated Che

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 Run By.: Roben Dewsnap

City of Biggs
 Month End Cash Disbursements Report
 Report for 01-12 BANK ACCOUNT 1010

PAGE:
 ID #: P
 CTL.:

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
01-12	025977	01/19/12	UNI04 (Univar USA Inc)		1,965.62	.00	1,965.62	Automatic Generated Ch
	025978	01/19/12	WAS04 (Waste Management)		2,705.08	.00	2,705.08	Automatic Generated Ch
	025979	01/19/12	WAT02 (Waterbury Electric)		95.00	.00	95.00	Automatic Generated Ch
	025980	01/19/12	WRI01 (Wright One Electric)		300.00	.00	300.00	Automatic Generated Ch
	025981	01/30/12	ALL03 (All Stop Market)		13.55	.00	13.55	Automatic Generated Ch
	025982	01/30/12	AME06 (American Fidelity Assurance)		178.50	.00	178.50	Automatic Generated Ch
	025983	01/30/12	BOT02 (Mike Bottorff)		108.78	.00	108.78	Automatic Generated Ch
	025984	01/30/12	CAR04 (Peter R. Carr)		215.63	.00	215.63	Automatic Generated Ch
	025985	01/30/12	CDF01 (Depart of Forestry & Fire Protect		28,827.89	.00	28,827.89	Automatic Generated Ch
	025986	01/30/12	FLE02 (Flex Account Administration)		100.00	.00	100.00	Automatic Generated Ch
	025987	01/30/12	FOR01 (Bob Forde)		150.00	.00	150.00	Automatic Generated Ch
	025988	01/30/12	FRI02 (Roger L. Frith)		181.84	.00	181.84	Automatic Generated Ch
	025989	01/30/12	GRI04 (City of Gridley)		187,640.30	.00	187,640.30	Automatic Generated Ch
	025990	01/30/12	GRI05 (Gridley Medical Group Inc)		102.00	.00	102.00	Automatic Generated Ch
	025991	01/30/12	GRI08 (Gridley Country Ford)		577.96	.00	577.96	Automatic Generated Ch
	025992	01/30/12	HER15 (Lazaro & Angelica Hernandez)		166.00	.00	166.00	Automatic Generated Ch
	025993	01/30/12	HOL07 (Larry Hollars & Marlyn Pike)		178.48	.00	178.48	Automatic Generated Ch
	025994	01/30/12	MED02 (Kevin Medeiros)		27.76	.00	27.76	Automatic Generated Ch
	025995	01/30/12	MEN12 (Cathy Mendoza)		407.56	.00	407.56	Automatic Generated Ch
	025996	01/30/12	OFF01 (Office Depot)		105.64	.00	105.64	Automatic Generated Ch
	025997	01/30/12	PRI02 (PLIC - SBD Grand Island)		126.46	.00	126.46	Automatic Generated Ch
	025998	01/30/12	PUB02 (Calif Public Employees')		10,632.87	.00	10,632.87	Automatic Generated Ch
	025999	01/30/12	QUI01 (Quill Corporation)		57.58	.00	57.58	Automatic Generated Ch
	026000	01/30/12	REM02 (Remax Altima Realty)		450.00	.00	450.00	Automatic Generated Ch
	026001	01/30/12	STA07 (STATE WATER RESOURCES BRD)		80.00	.00	80.00	Automatic Generated Ch
	026002	01/30/12	RES01 (Reserve Account)		800.00	.00	800.00	Automatic Generated Ch
Total for Bank Account 1010 ---->					452,126.91	.00	452,126.91	
Grand Total of all Bank Accounts ---->					452,126.91	.00	452,126.91	

Report.: 01/31/12
Run On.: 01/31/12
Time...: 15:53
Run By.: Roben Dewsnup

Month End Warrant Register

Page.: 0000
Id...: SPME
Ctl...: BIG
Prog.: SP02

Warrant Num	P#	Date	Payroll Number	Period Begin End	*** Employee or Vendor *** Nbr Name	Cal Prd	Gross Earnings	Tax Withheld	Deductions Withheld	Warrant Amount
8102 00		12/30/11	VENDOR PAYMENT	-----	BOA01 BANK OF AMERICA, NT&	12-11	INVOICE NO.:	B20103		1416.38
8102 01		12/30/11	VENDOR PAYMENT	-----	BOA01 BANK OF AMERICA, NT&	12-11	INVOICE NO.:	1B20103		1787.25
8102 02		12/30/11	VENDOR PAYMENT	-----	BOA01 BANK OF AMERICA, NT&	12-11	INVOICE NO.:	2B20103		498.36
								TOTAL FOR VENDOR BOA01:		3701.99
8103 00		12/30/11	VENDOR PAYMENT	-----	CAL10 CalPERS	12-11	INVOICE NO.:	B20104		74.41
								TOTAL FOR VENDOR CAL10:		74.41
8104 00		12/30/11	VENDOR PAYMENT	-----	EDD01 Employment Developme	12-11	INVOICE NO.:	B20103		467.43
8104 01		12/30/11	VENDOR PAYMENT	-----	EDD01 Employment Developme	12-11	INVOICE NO.:	1B20103		171.86
								TOTAL FOR VENDOR EDD01:		639.29
8105 00		12/30/11	VENDOR PAYMENT	-----	PUB01 PERS-Retirement Syst	12-11	INVOICE NO.:	B20103		3172.91
								TOTAL FOR VENDOR PUB01:		3172.91
8106 00		01/18/12	VENDOR PAYMENT	-----	BOA01 BANK OF AMERICA, NT&	01-12	INVOICE NO.:	B20117		1346.89
8106 01		01/18/12	VENDOR PAYMENT	-----	BOA01 BANK OF AMERICA, NT&	01-12	INVOICE NO.:	1B20117		1764.52
8106 02		01/18/12	VENDOR PAYMENT	-----	BOA01 BANK OF AMERICA, NT&	01-12	INVOICE NO.:	2B20117		492.02
								TOTAL FOR VENDOR BOA01:		3603.43
8107 00		01/18/12	VENDOR PAYMENT	-----	CAL10 CalPERS	01-12	INVOICE NO.:	B20117		74.41
								TOTAL FOR VENDOR CAL10:		74.41
8108 00		01/18/12	VENDOR PAYMENT	-----	EDD01 Employment Developme	01-12	INVOICE NO.:	B20117		437.43
8108 01		01/18/12	VENDOR PAYMENT	-----	EDD01 Employment Developme	01-12	INVOICE NO.:	1B20117		169.68
								TOTAL FOR VENDOR EDD01:		607.11
8109 00		01/18/12	VENDOR PAYMENT	-----	LAB02 Laborers Local 185	01-12	INVOICE NO.:	B20117		174.00
								TOTAL FOR VENDOR LAB02:		174.00
8110 00		01/18/12	VENDOR PAYMENT	-----	PUB01 PERS-Retirement Syst	01-12	INVOICE NO.:	B20117		2654.26
8111 00		01/30/12	1of12 01/01/12 01/31/12			01-12	300.00	19.95	.00	280.05
8112 00		01/30/12	1of12 01/01/12 01/31/12			01-12	300.00	19.95	.00	280.05
8113 00		01/30/12	1of12 01/01/12 01/31/12			01-12	300.00	19.95	.00	280.05
8114 00		01/30/12	1of12 01/01/12 01/31/12			01-12	300.00	19.95	.00	280.05
8115 00		01/30/12	1of12 01/01/12 01/31/12			01-12	300.00	19.95	.00	280.05
								TOTAL FOR VENDOR PUB01:		2654.26
8116 00		01/30/12	VENDOR PAYMENT	-----	BOA01 BANK OF AMERICA, NT&	01-12	INVOICE NO.:	B20130		.00
8116 01		01/30/12	VENDOR PAYMENT	-----	BOA01 BANK OF AMERICA, NT&	01-12	INVOICE NO.:	1B20130		156.00
8116 02		01/30/12	VENDOR PAYMENT	-----	BOA01 BANK OF AMERICA, NT&	01-12	INVOICE NO.:	2B20130		43.50
								TOTAL FOR VENDOR BOA01:		199.50
8117 00		01/30/12	VENDOR PAYMENT	-----	EDD01 Employment Developme	01-12	INVOICE NO.:	B20130		.00
8117 01		01/30/12	VENDOR PAYMENT	-----	EDD01 Employment Developme	01-12	INVOICE NO.:	1B20130		15.00
Z00581 00		01/05/12	1of24 12/16/11 12/31/11			01-12	2122.31	627.10	1495.21	.00
Z00582 00		01/05/12	1of24 12/16/11 12/31/11			01-12	3720.73	1035.93	2684.80	.00
Z00583 00		01/05/12	1of24 12/16/11 12/31/11			01-12	1986.44	553.19	1433.25	.00
Z00584 00		01/05/12	1of24 12/16/11 12/31/11			01-12	250.98	16.69	234.29	.00
Z00585 00		01/05/12	1of24 12/16/11 12/31/11			01-12	1487.61	352.82	1134.79	.00
Z00586 00		01/05/12	1of24 12/16/11 12/31/11			01-12	1799.69	401.28	1398.41	.00
Z00587 00		01/05/12	1of24 12/16/11 12/31/11			01-12	1072.07	298.19	773.88	.00
Z00588 00		01/05/12	1of24 12/16/11 12/31/11			01-12	2629.54	707.52	1922.02	.00

Report.: 01/31/12
Run On.: 01/31/12
Time...: 15:53
Run By.: Roben Dewsnap

Month End Warrant Register

Page.: 00002
Id...: SP000
Ctl...: BIG
Prog.: SP0260

Warrant Num	P#	Date	Payroll Number	Period Begin	End	*** Employee or Vendor *** Nbr	Name	Cal Prd	Gross Earnings	Tax Withheld	Deductions Withheld	Warrant Amount
Z00589	00	01/05/12	1of24	12/16/11	12/31/11			01-12	3114.76	1022.86	2091.90	.00
Z00590	00	01/20/12	2of24	01/01/12	01/15/12			01-12	1959.88	561.41	1398.47	.00
Z00591	00	01/20/12	2of24	01/01/12	01/15/12			01-12	3720.73	1035.92	2684.81	.00
Z00592	00	01/20/12	2of24	01/01/12	01/15/12			01-12	1868.48	522.46	1346.02	.00
Z00593	00	01/20/12	2of24	01/01/12	01/15/12			01-12	271.98	18.08	253.90	.00
Z00594	00	01/20/12	2of24	01/01/12	01/15/12			01-12	1470.42	349.19	1121.23	.00
Z00595	00	01/20/12	2of24	01/01/12	01/15/12			01-12	1827.52	407.58	1419.94	.00
Z00596	00	01/20/12	2of24	01/01/12	01/15/12			01-12	1203.50	320.06	883.44	.00
Z00597	00	01/20/12	2of24	01/01/12	01/15/12			01-12	2629.54	707.51	1922.03	.00
Z00598	00	01/20/12	2of24	01/01/12	01/15/12			01-12	3013.60	980.49	2033.11	.00
									37649.78	10018.03	26231.50	16316.56

\$25,364.00



City of Gridley Gridley-Biggs Police Department



GARY D. KEELER
Chief of Police



GRIDLEY BIGGS POLICE DEPARTMENT			
CITY OF BIGGS MONTH IN REVIEW			
January. 2012			
CALLS FOR SERVICE		ARREST CRIME REPORT	
911	6	ADULTS	
ALARM	4		
ANIMAL	14	POSS. OF CONTROLLED SUBSTANCE	1
ANNOYING PHONE CALLS	1	UNLICENSED DRIVER	1
AREA CHECK	21	WARRANT	4
ATTEMPT TO CONTACT	1		
BUILDING CHECK	1	JUVENILE	
CITIZEN FLAG DOWN	3		
DISABLED VEHICLE	1	PETTY THEFT	1
DISTURBANCE	1		
DRIVING WHILE SUSPENDED	1		
DRUG RELATED COMPLAINT	2		
ELECTRIC CALL OUT	3		
EXTRA PATROL REQUEST	1		
FOUND PROPERTY	1		
GRAND THEFT	1		
INFORMATION	3		
JUVENILE PROBLEM	4		
OUTSIDE ASSIST	2		
PEDESTRIAN CHECK	4		
PETTY THEFT	1		
RECKLESS DRIVING	2		
SHOP LIFTING	1		
SUSPICIOUS CIRCUMSTANCES	5		
TRAFFIC STOPS	15		
UNLICENSED DRIVER	1		
UNSTABLE PERSON	1		
VANDALISM	2		
WARRANT	4		
WELFARE CHECKS	1		

**GRIDLEY-BIGGS POLICE DEPARTMENT
MONTHLY COUNCIL REPORT
CITY OF BIGGS**

January. 2012

TYPE	THIS MONTH	YEAR TO DATE	2011
		2012	YEAR TO DATE
# OF ARREST			
ADULTS	6	6	21
JUVENILE	1	1	1
# OF CITATIONS			
TRAFFIC/CRIMINAL	3	3	14
MISC CALLS FOR SERVICE			
	108	108	164
# OF CRIMES REPORTED			
FELONY	1	1	5
MISDEMEANOR	6	6	10
# OF WARRANT ARREST			
ADULT	4	4	5
JUVENILE	0	0	0
# OF 911 CALLS			
	6	6	21

GRIDLEY BIGGS POLICE DEPARTMENT
CITY OF BIGGS MONTH IN REVIEW
January. 2012

PERSONNEL

There were no personnel changes for the month of January

TRAINING

01-22 - 2-03 Sgt. Harr attended POST Supervisory Training in San Diego.

1/29/2012 Dispatcher Cain and Dispatcher Carrillo attended Communication Technology Training in San Diego.

NOTES

1/13/2012 Chief Keeler met with the President of The Gridley Guardian.

1/18/2012 Chief Keeler attended The Community Corrections Partnership (CCP) meeting to discuss AB109 in Oroville

1/25/2012 Chief Keeler and Asst. Chief Price attended an FBI Luncheon in Sacramento Debriefing on an Officer Involved Shooting

01-28 - 12-31 Dispatcher Cain and Dispatcher Carrillo attended the CAL Nena Conference in San Diego

Response times for this month are as follows:

Priority 1 Events that involve injury, are life threatening or in progress

Priority 2 Events that involve property loss or damage

Priority 3 Other events that do not involve injury, threat of life, property loss or damage.

Priority 1 3 minutes

Priority 2 7 minutes

Priority 3 12 minutes

Gridley - Biggs Police Department

Traffic Summary for the City of Biggs

Month of January, 2012

	Current Month	Year to Date 2012
Accidents Fatal	0	0
Accidents Personal Injury	0	0
Accidents Pedestrians	0	0
Accidents PropertyDamage	0	0
Hit and Run PDO	0	0
Hit and Run Injury	0	0
Accidents Total	0	0
Moving Violation Citations	2	2
Non-Moving Violations	0	0
Speeding Citations	0	0
Traffic Citations-Total	2	2
Traffic Stops	15	15
D.U.I. Arrests	0	0

Comments:

MONTHLY REPORT OF LOCAL RABIES CONTROL ACTIVITIES

For Biggs January, 2012

City of Biggs Animal Control

Total calls for service: 14

RABIES VACCINATION AND LICENSING	A. Number of "Actual Cost" rabies public vaccination clinics held	0	
	B. Number of animal control citations issued for rabies vaccination and licensing violations	0	
		Dogs	Cats
	C. Dogs and cats vaccinated in "Actual Cost" public vaccination clinics	0	0
	D. Dogs and cats licensed in "Actual Cost" public vaccination clinics	0	0
CANINE AND FELINE RABIES CONTROL	E. Total number of dogs and cats LICENSED in jurisdiction	126	0
	F. Dogs and cats on hand in the shelter January 1, 2012 (carried over from December 31, 2011)	1	0
	G. Dogs and cats entering the shelter, TOTAL: (Total should equal sum of 1 to 5 below)	4	2
	1. Dogs and cats captured by Animal Control Officers	4	2
	2. Dogs and cats surrendered by owners (not including those surrendered for quarantine)	0	0
	3. Dogs and cats surrendered by the public G1 THROUGH G5	0	0
	4. Dogs and cats impounded for animal bite quarantines ARE	0	0
	5. Dogs and cats transferred from another shelter MUTUALLY EXCLUSIVE	0	0
	H. Disposition of dogs and cats entering shelter, TOTAL: (Total should equal sum of F. plus 1 to 6 below)	4	2
	1. Dogs and cats reclaimed by owner	1	0
	2. Dogs and cats adopted by new owners H1 THROUGH H6	0	0
	3. Dogs and cats euthanized ARE	1	2
	4. Dogs and cats died of other causes MUTUALLY EXCLUSIVE	0	0
	5. Dogs and cats stolen, escaped, etc.	0	0
	6. Dogs and cats transferred to another shelter	2	0
	I. Dead dogs and cats collected (excluding F, G, and H above)	0	0
	J. Dogs and cats on hand in the shelter January 1, 2012 (to be carried over to February 1, 2012)	1	0
ANIMAL BITE REPORTING	K. Animal bites reported, TOTAL: (Total should be the sum of 1 and 2 below)	0	
		Dogs	Cats
	1. DOG and CAT bites reported, TOTAL: (Total should be the sum of a, b, c, and d below)	0	0
	a. Licensed	0	0
	b. Vaccinated only	0	0
	c. Neither licensed or vaccinated (but owned)	0	0
	d. Strays	0	0
	2. OTHER ANIMAL bites reported, TOTAL: (Total should be the sum of a and b below)	0	
	a. Other domestics (excluding cats)	0	
	b. Wild	0	

Other Animals Picked up: Rooster

		Dogs	Cats
ANIMAL QUARANTINES	L. Number of 30 day quarantines for vaccinated dogs and cats exposed to potentially rabid animals.	0	0
	M. Number of 6 month quarantines for unvaccinated dogs and cats exposed to potentially rabid animals.	0	0
	N. Number of 6 month quarantines for domestic livestock (horses, cattle, etc.) exposed to potentially rabid animals.	0	
	O. Number of 30 day or 6 month quarantines not completed because the animals were euthanized.	0	
AGENCY ADMIN.	P. Number of animal control officers employed in jurisdiction	1	
	Q. Gridley-Biggs Animal Control 685 Kentucky Street, Gridley, CA 95948 530-846-4825		

Completed by:

Signature: Amy Burgess

Name: Amy Burgess

Title: Animal Control Officer

Agency: Gridley-Biggs Animal Control

Telephone: 530-846-4825

Endorsement by local Health Officer or
Authorized representative:

Signature: _____

Name (print): _____

Title: _____

Agency: _____

Telephone: _____

AFTER ENDORSEMENT
PLEASE FORWARD COMPLETED FORM TO:

Veterinary Public Health Section
California Department of Health Services
MS 7308
P.O. Box 997413
Sacramento, CA 95899-7413

PHONE: (916) 552-9740
FAX: (916) 552-9725

Biggs Monthly Animal Bite Activity

Agency: Gridley-Biggs Animal Control Monthly January, 2012

		Dogs	Cats
Animal Bite Reporting	A. Animal Bites Reported. TOTAL should be the sum of 1 and 2 below.	0	0
	1. DOG and CAT bites reported. Should equal sum of a, b, c, and d.	0	0
	a. Licensed	0	0
	b. Vaccinated only.	0	0
	c. Neither Licensed or Vaccinated	0	0
	d. Strays	0	0
	2. OTHER ANIMAL bites reported. Should equal sum of a and b.	0	0
	a. Other domestic (excluding cats.)	0	0
	b. Wild	0	0
Animal Quarantines	L. Number of 30 day quarantines for Vaccinated dogs and cats exposed to potentially rabid animals.	0	0
	M. Number of 6 month quarantines for Unvaccinated dogs and cats exposed to potentially rabid animals.	0	0
	N. Number of 6 month quarantines for Domestic livestock (horses, cattle, etc.) exposed to potentially rabid animals.	0	0
	O. Number of 30 day or 6 month Quarantines not completed because animals were euthanized.	0	0
Agency Administration	P. Number of animal Control Officers Employed in the jurisdiction.	1	

Prepared by: A. Burgess A. Burgess Gridley-Biggs Animal Control Officer

Date: Feb 9, 2012

685 Kentucky Street
Gridley, CA 95948
530-846-4825

Biggs Fire Department

Report on Conditions

January 2012

Biggs area Incidents	County	City
Medical	3	4
Traffic Collision	1	0
Hazardous condition	0	1
False Alarm	1	0
Total	5	5
Local area total	10	

In January our fire engine also responded to three (3) emergencies in the Butte County area (beyond Biggs) and one (1) in Gridley. Engine 73 also covered the Gridley Fire Station twice (2) during the month. The combined total of responses for Engine 73 during January was sixteen (16). Mild weather has reduced calls.

We await the arrival of two (2) sets of "turnouts" that were purchased in October with a matching City / State Grant. This Personal Protective Equipment (PPE) will be assigned to local firefighters. In January the Butte Unit of CAL FIRE purchased seven (7) sets of the PPE, additionally CAL FIRE at the State level as funded twenty eight (28) sets of this PPE for us as a local Unit. CAL FIRE has developed a new and safer specification for this gear that has, at least for now, created a more affordable garment. The result is a total of thirty seven (37) new and safer sets of turnouts! Firefighters wear out their PPE at different rates; meanwhile we strive to keep them in safe functional gear. The new CAL FIRE specification has resulted in a garment that more optimally sheds the heat of work from inside the garment while keeping the heat from the fire itself outside the garment should a firefighter be caught in the surrounding flames of a "flashover" of intense burning.

In January our firefighters began a new cycle of Pre-plan updates that help us more effectively control fires in certain buildings in and around Biggs. As examples, school (educational) and church (assembly) occupancies are pre-planned. Some occupancies, like assembly and educational, also get a required inspection for compliance with the panic / life safety rules of the California Code of Regulations, Title 19.

Biggs Fire Department 2011

Report on Conditions Final Statistics

For 2011 the combined total of incidents in the City of Biggs and surrounding Butte County response area was two hundred twenty four (224). Additionally the local fire engine (Engine 73) and Volunteer Fire Company (Company 74) responded to many other incidents in the County and City of Gridley. Listed below are the official* year end statistics from the Emergency Command Center for the Biggs Fire Station coverage area.

	City	County
Medical	76	42
Traffic collision	0	18
Hazardous Condition	4	2
Public Assist	21	7
Other	3	1
Hazmat	2	0
Rescue	0	1
Vegetation	0	4
Structure	1	1
Vehicle	0	5
Other fire	4	2
False alarm	4	26
Total	115	109

Biggs Fire Station (Engine 73) combined total for 2011

224

*These official statistics capture only those calls in the Biggs Fire Station "First Due" area and reflect the most local picture of the entire response workload of our regional fire protection system. Within Biggs City limits 66.1% of the incidents were for Medical Aid. System wide Medical Aid responses were 67.6% of total incidents dispatched.

For 2011 responses for both the City of Biggs and surrounding Butte County area were similar to recent years. There were no large loss fires within the City of Biggs during 2011.

ROY R. SEILER

CERTIFIED PUBLIC ACCOUNTANT

201 C. North Tehama
Willows, CA 95988

Phone: 530-934-8841

Fax: 530-934-8849

ACCOUNTANT'S COMPILATION REPORT

City of Biggs,
Biggs, California

I have compiled the accompanying monthly cash and investment report, for the City of Biggs, as of December 31, 2011. I have not audited or reviewed the accompanying statement and, accordingly, do not express an opinion or provide any assurance about whether the statement is in accordance with accounting principles generally accepted in the United States of America.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

My responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

I am not independent with respect to the City of Biggs

February 14, 2012
Roy R. Seiler, CPA

City of Biggs
Monthly Cash and Investments Report
December, 2011

Pooled Cash and Investments:

Bank of America:

General Checking Accounts	\$ 900,450.87
---------------------------	---------------

Local Agency Investment Fund:

Fund Account Balance	\$ 1,337,424.83
----------------------	-----------------

Total Pooled Cash and Short Term Investments	<u>\$ 2,237,875.70</u>
--	------------------------

=====

Other Investments:

Northern California Power Authority (NCPA)

Reflects Latest Available Balance

General Operating Reserve (GOR):

Committed Reserve	\$ 155,903.00
-------------------	---------------

Available Reserve	\$ 427,820.00
-------------------	---------------

Total Reserve	\$ 583,723.00
---------------	---------------

Reflects Latest Available Balance

California Independent System Operators (CAISO):

Scheduling Coordination Program Agreement, Balancing Account, Current Balance	\$ 62,713.00
--	--------------

Total Other Investments	<u>\$ 646,436.00</u>
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See Accountant's Compilation Report

ROY R. SEILER

CERTIFIED PUBLIC ACCOUNTANT

201 C. North Tehama
Willows, CA 95988

Phone: 530-934-8841

Fax: 530-934-8849

ACCOUNTANT'S COMPILATION REPORT

City of Biggs,
Biggs, California

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I am not independent with respect to the City of Biggs

February 14, 2012
Roy R. Seiler, CPA

City of Biggs
Monthly Cash and Investments Report
January, 2012

Pooled Cash and Investments:

Bank of America:

General Checking Accounts	\$ 888,081.38
---------------------------	---------------

Local Agency Investment Fund:

Fund Account Balance	\$ 1,338,708.23
----------------------	-----------------

Total Pooled Cash and Short Term Investments	<u>\$ 2,226,789.61</u>
--	------------------------

=====

Other Investments:

Northern California Power Authority (NCPA)

Reflects Latest Available Balance

General Operating Reserve (GOR):

Committed Reserve	\$ 98,044.00
-------------------	--------------

Available Reserve	\$ 524,488.00
-------------------	---------------

Total Reserve	\$ 622,532.00
---------------	---------------

Reflects Latest Available Balance

California Independent System Operators (CAISO):

Scheduling Coordination Program Agreement, Balancing Account, Current Balance	\$ 62,713.00
--	--------------

Total Other Investments	<u>\$ 685,245.00</u>
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See Accountant's Compilation Report

ROY R. SEILER

CERTIFIED PUBLIC ACCOUNTANT

201 C. North Tehama
Willows, CA 95988

Phone: 530-934-8841

Fax: 530-934-8849

City of Biggs,
Biggs, California

I have compiled the accompanying recaps of discretionary funds and funds with restricted uses (cash balances), for the City of Biggs, as of December 31, 2011. I have not audited or reviewed the accompanying statement and, accordingly, do not express an opinion or provide any assurance about whether the statement is in accordance with accounting principles generally accepted in the United States of America.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

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I am not independent with respect to the City of Biggs

February 14, 2012
Roy R. Seiler, CPA

City of Biggs
Recap of Discretionary Funds
CASH BALANCE
Committed Vs. Uncommitted Funds
(Unaudited)

<u>Fund No.</u>	<u>Fund Name</u>			Unaudited CASH Balance as of <u>12/31/11</u>	Net Available
<u>Cash Balances of Funds Available for Commitment:</u>					
010	General Fund			131,257	
214	General Plan Update			(254,519)	
	Less 40% of Budgeted Revenues,	524,359	Minimum Reserve	<u>(209,744)</u>	(333,006)
011	Building and Equipment Reserve				114,735
012	Fire Engine Replacement Reserve				62,057
013	Bridge Replacement Reserve				70,362
016	Street Maintenance Reserve				54,000
145	1939 Fire Engine Restoration Reserve				3,366
165	CDBG Miscellaneous Program Income				59,669
050	Electric Fund			1,604,884	
052	Electric Fund	NCPA GOR, Uncommitted Reserve		<u>427,820</u>	
			Subtotal	2,032,704	
	Less 40% of Budgeted Revenues,	2,549,450	Minimum Reserve	<u>(1,019,780)</u>	<u>1,012,924</u>
Subtotal					1,044,107
<u>Cash Balances of "Restricted Funds with Negative Balances:</u>					
030	Sewer Fund				(43,800)
044	Water Project				(109,171)
090	TDA/SB620				(1,353)
105	Sewer Improvement				(215,075)
126	HOME				(226)
131	Sixth Street Bridge				(46,356)
174	2008 CDBG				(1,592)
175	Housing Element				(108)
176	ADA Design for City Library				(19,283)
177	Vets Hall Rehab				(9,563)
217	E McCain				(110)
Subtotal					<u>(446,637)</u>
Net Computed Uncommitted Cash Reserves					597,470

Note there are several on going projects, some of which have negative fund balances
This may be due to timing, underfunding or other "issues".

City of Biggs
CASH BALANCE
Funds with Restricted Uses
(Unaudited)

Unaudited
CASH
Balance
as of
12/31/11

014	Regional Detention Basin Reserve	16,362	
017	Public Works Facility Reserve	17,514	
022	Gas Tax	43,710	
030	Sewer Fund	(43,800)	
031	Drainage Fund Impact Fee	4,917	
032	Road Dev. Impact Fee	3,839	
033	Parks and Recreation Impact Fee	6,611	
034	Gen Gov. Impact Fee	454	
035	Police Dev. Impact Fee	70	
036	Fire Dev. Impact Fee	488	
040	Water Fund	94,969	
044	Water Project	(109,171)	
051	Electric Fund, Public Benefits	88,417	
060	Solid Waste	8,991	
080	TDA/LTF Street Funds	30,446	
090	TDA/STA SB 620 Funds	(1,353)	
092	RSTP/STIP Exchange	27,084	
100	Electric Improvement	145,844	
105	Sewer Improvement	(215,075)	
106	Sewer Bond Reserve	46,124	
110	Water Improvement	39,676	
112	Water Reserve	136,266	
125	HOME	14,387	
126	HOME	(226)	
131	Sixth Street Bridge	(46,356)	Ongoing Project
150	CDBG , 1982	49	
170	CDBG, 1994	82,427	
174	Planning and Tech Assist. Grant	(1,592)	
175	Planning and Tech Assist. Grant	(108)	
176	ADA Design for City Library	(19,283)	
177	Vets Hall Rehab	(9,563)	
196	01 STBG	5,760	
Trust Funds			
200	CFD N. Biggs Estates	5,290	
202	Fourth Street Apts	5,956	
207	SunWest	4,668	
210	Betzler/Summit	8,605	
217	E McCain	(110)	
230	HomeTown Cele	66	
245	Sunwest Expansion	4,707	

Total, For Reference Only 397,060



City of Biggs

Agenda Item Staff Report for the next regular City Council Meeting: February 27, 2012 6:00PM

DATE: February 21, 2012
TO: Honorable Mayor and Members of the City Council
FROM: Pete Carr, City Administrator
SUBJECT: Proclamation: Congenital Heart Defect Awareness (Action by Consent)

Council is asked to ratify a proclamation as issued by Mayor Frith earlier this month.

Background:

A local resident asked the mayors of Live Oak, Gridley and Biggs to jointly issue a proclamation as attached. This was done under a time constraint with the confidence the entire Council would be agreeable.

Attachment: Proposed Proclamation

Recommendation:

Approve/ratify the Proclamation as presented.

Fiscal Impact:

None.

PROCLAMATION
CONGENITAL HEART DEFECT AWARENESS WEEK
FEBRUARY 7 – 14, 2012

WHEREAS, Congenital Heart Defects are the most frequently occurring birth defect and the leading cause of birth defect related deaths worldwide; and

WHEREAS, Over a million families across America are facing the challenges and hardships of raising children with Congenital Heart Defects; and

WHEREAS, Every year 40,000 babies are born in the United States with Congenital Heart Defects; and

WHEREAS, Some Congenital Heart Defects are not diagnosed until months or years after birth; and

WHEREAS, Undiagnosed Congenital Heart conditions cause many cases of sudden cardiac death in young athletes; and

WHEREAS, Despite these statistics, newborns and young athletes are not routinely screened for Congenital Heart Defects; and

WHEREAS, A disproportionately small amount of funding is available for Congenital Heart Defect research and support; and

WHEREAS, Congenital Heart Defect Awareness Week provides an opportunity for families whose lives have been affected to celebrate life and to remember loved ones lost, to honor dedicated health professionals, and to meet others and know they are not alone; and

WHEREAS, The establishment of Congenital Heart Defect Awareness Week will also provide the opportunity to share experience and information with the public and the media, in order to raise public awareness about Congenital Heart Defects; now

THEREFORE BE IT RESOLVED, I Roger L. Frith, Mayor of the City of Biggs, California, do hereby proclaim February 7-14 as Congenital Heart Defect Awareness Week and encourage the citizens of Biggs to join me in this special observance.

Dated: February 10, 2012

Roger L. Frith, Mayor

ATTEST:

Roben Dewsnup, City Clerk



City of Biggs

Agenda Item Staff Report for the next regular City Council Meeting: February 27, 2012 6:00PM

DATE: February 21, 2012
TO: Honorable Mayor and Members of the City Council
FROM: Pete Carr, City Administrator
SUBJECT: Retiree Health Benefits - Policy (Action by Consent)

Establishes conditions under which certain health insurance benefits may be provided to City retirees at no cost to the City.

Background:

City Council considered the provision of certain health insurance benefits for retirees of the City at its January meeting, and directed staff to prepare a draft policy document to implement the Council's intent.

Staff proposes a new section in the City Personnel Manual for this purpose.

Attachment: Proposed text for Personnel Manual

Recommendation:

Approve the benefits policy and direct staff to include same in the City Personnel Manual.

Fiscal Impact:

N/A.

CITY OF BIGGS – PERSONNEL MANUAL – EMPLOYEE BENEFITS HEALTH INSURANCE

Section 1. Health Insurance Plan Options

The following medical insurance plan options are available to active employees.

- Blue Shield HMO
- PERS Choice and PERS Select

The city also offers dental, vision and life insurance plans for active employees.

Section 2. Premiums

Premiums for each of the several medical and dental plans offered vary with the number of persons covered and the plan selected.

Section 3. City Contributions

The amount the city contributes toward the premium cost for selected medical and dental plans will be determined periodically by the City Council (for unrepresented employees) or pursuant to the provisions of a Memorandum of Understanding approved by the Council (for represented employees). The city provides full premium cost for a vision care plan and life insurance up to \$50,000 per life of active employee.

Section 4. Post-employment Health Insurance

The city provides medical insurance post-employment for retirees and all other former employees only to the minimum extent required by law, PERS contract, or other external mandate. The City offers ancillary benefits including dental and vision insurance post-employment for retirees and former employees while on COBRA only on a pass-thru basis with the employee electing in writing at retirement or separation to make payments to the city at least monthly in advance. Payments will represent the full cost of premium plus twenty-five cents (\$0.25) per month administrative processing fee. In the event of the former employee's demise, coverage could continue for the surviving spouse provided that the surviving spouse continues to make payments.



City of Biggs

Agenda Item Staff Report for the Regular City Council Meeting: February 27, 2012 6:00PM

DATE: February 7, 2012
TO: Honorable Mayor and Members of the City Council
FROM: Pete Carr, City Administrator/Finance
SUBJECT: Policy for Sale of Surplus Assets (Discussion/Action)

Council will consider draft policy for the sale of City surplus assets.

Background

In August 2011 the City Council considered the need for a policy about the sale of city assets and directed to staff to prepare a draft policy. The policy was to address property other than real estate, primarily public works equipment and facility furnishings.

The intent of the draft policy is to set forth how sales will be advertised, and where the sales funds will be deposited.

Attachment: Draft Policy for the Sale of Surplus Assets

Recommendation: Approve policy or direct staff accordingly.

Fiscal Impact: N/A

CITY OF BIGGS – POLICIES AND PROCEDURES MANUAL

SALE OF SURPLUS ASSETS

I. Purpose:

To establish the policy of the City Council regarding the sale of surplus assets of the city.

II. Types of Assets and Process

- A. Real property assets will be sold or disposed on a case-by-case basis with city council approval at each step of surplus declaration, offer for sale, negotiation and approval of sale.
- B. Non-real-property assets will be disposed or sold according to the following process:
 - 1. Declaration as surplus will be by the city administrator if the estimated remaining value is under \$2000, or by city council if estimated value is greater than \$2000. Where more than one item is under review, the value should be determined on the aggregate,
 - 2. If value is estimated to be zero or negligible, administrator may direct waste disposal or donation to a 501(C)3 organization or another public agency. A receipt for donation will be created and filed by the city clerk.
 - 3. Assets with value will be offered for sale by either of the following methods:
 - i. Individual items; or
 - ii. "Small Lot Sale" which would constitute an aggregated group of pieces of equipment, materials, etc.
 - iii. Sales may include an inspection and sealed bid element, or may be by highest and soonest bidder, as determined and published in advance.
 - 4. Sales will be published by:
 - i. Online and/or in printed local media depending on the size or need of the sale.
 - ii. Physical signage in a place of public thoroughfare, such as the city corporate shop or railroad track right-of-way.
- C. Deposit of proceeds will be to a designated equipment replacement account in the general fund. Administrator will report sales transactions and proceeds deposits to city council.

APPROVED BY CITY COUNCIL (DATE):

ATTEST: _____
Roben Dewsnap, Deputy City Clerk



City of Biggs

465 C Street
P.O. Box 307
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Telephone (530) 868-5493

February 24, 2012

MEMORANDUM FOR RECORD re: AB2514 ENERGY STORAGE REQUIREMENTS

To: Honorable Mayor and City Council

From: Pete Carr, City Administrator

In compliance with the requirements of AB2514 regarding Energy Storage Systems, Biggs Municipal Utility staff is directed by the City Council to commence a study of what energy storage targets, if any, are appropriate for Biggs, and to bring results of this study to City Council for action not later than October 1, 2014.

It is understood that local targets, if determined to be appropriate for Biggs, will be reported to the Energy Commission and reevaluated every three years.

Peter R. Carr
City Administrator